

# Position Description

## 1700 Hour AmeriCorps Member

### Travelers' Rest State Park



**Term of service:** January 12, 2015 – November 13, 2015

**Service schedule:** Member will serve a minimum of 1,715 hours over a 44 week term, averaging 41 hours per week with 80 hours of holiday, vacation or sick time

#### **Position Summary:**

Travelers' Rest State Park (TRSP) contains the only scientifically verified Lewis and Clark campsite in the nation. Located in the ancestral homeland of the Bitterroot Salish, this National Historic Landmark has been a crossroads of culture since time immemorial. Bisected by Lolo Creek, TRSP provides a unique place for experiential learning year-round, with a focus on Lewis and Clark and Native American history, and how those people were sustained by the landscape around them.

Place-based education and interpretation lie at the heart of Travelers' Rest State Park. Working with staff and volunteers, TRSP has become a destination for students and teachers from across western Montana, teaching standards driven field trip curriculum related to Lewis and Clark, Native American culture, and natural history. In 2014, approximately 2,000 students from more than 15 communities took part in these field trips at Travelers' Rest. Additionally, through staff, volunteers and AmeriCorps, we strive to provide meaningful interpretation to the growing number of visitors to Travelers' Rest.

Housing for AmeriCorps members is available at Travelers' Rest Park. A nominal rental fee may be required. It is possible that in lieu of rent, members will be responsible for minor upkeep (lawn and tree care), as well as closing the park during summer hours and as necessary the remainder of the year.

Montana State Parks AmeriCorps members perform capacity building activities. Their service revolves around the program goals listed below in order to ensure that they do not displace workers or take part in any prohibited or unallowable activities as outlined in AmeriCorps regulations. Montana State Parks AmeriCorps members *will* likely participate in activities that involve recurring contact with vulnerable populations.

Member will contribute to the following program goals:

- Improve park land
- Expand educational and interpretive programs
- Increase volunteer capacity\*
- Enhance outreach and awareness of state parks
- Participate in service activities including National Days of Service\*\*
- Respond to disasters, when called upon to do so by the program



**Specific Position Responsibilities:**

- Lead the expansion of the TRSP Junior Ranger Program, with an emphasis on year-round activities designed to immerse children in the rich natural habitat at TRSP.
- Lead TRSP efforts for The Corps of Discovery Campout, a family event designed to teach basic skills to novice campers.
- Work with staff and other partners in the planning and implementation of the Bitterroot Culture Camp, a multiple day overnight camp pairing middle school students from the Bitterroot Valley with peers from the Flathead Indian Reservation.
- Collaborate with staff and volunteers to develop a series of family and community programs designed to celebrate the convergence of human and natural history at this National Historic Landmark.
- Be responsible for implementation of STEM based curriculum developed by an AmeriCorps member in 2014:
  - Nature's Force
  - Math in Nature
  - Lifecycle of the Cottonwood Tree
  - Forest Critters
- Develop at least 2 new field trip curricula (at least one STEM based) and train staff and volunteers in the delivery of these curricula.
- As part of the TRSP team, help coordinate all program series, including guided tours, Inside Travelers' Rest programs, Expedition Days, Discover Travelers' Rest and more.
- Cooperate with other AmeriCorps members and state parks staff in coordination of special events, community festivals, and National Days of Service.
- Perform other AmeriCorps-related duties, as assigned.

**Minimum Requirements:**

- Over 18 with a high school diploma or GED; college degree or equivalent work experience preferred
- A United States citizen, United States National, or legal permanent resident alien
- Demonstrated leadership skills
- Ability to take initiative, handle multiple projects, track details essential to project completion, analyze information, and meet deadlines
- Strong ability to communicate effectively orally and in writing with diverse groups of people
- Demonstrated ability to work independently and as part of a team
- Basic computer proficiency
- Passion for the outdoors and enthusiasm for enhancing Montana's state parks
- A driver's license and personal means of transportation within the state of Montana
- Must pass a national service criminal history check

**Benefits:**

- Living allowance of \$12,100 over 44 week term of service
- An AmeriCorps Education Award of \$5,645 upon successful completion of service. This award can be used to pay education costs at qualified institutions of higher education, for educational training and resources, or to repay qualified student loans. Members aged 55 and over may transfer the education award to a child, grandchild or foster child.
- Eligible for deferment on qualified student loans
- Guaranteed health benefits and child care assistance if qualified
- Experience and training working in the fields of outdoor recreation, parks management, interpretive services, education, community outreach, and volunteer management
- Opportunity to live, work and be part of the team amid the natural wonders and cultural heritage of Montana State Parks

\* Volunteer activity facilitated by AmeriCorps members supports the management and operation of State Parks. These activities do not include any prohibited or unallowable activities as outlined in AmeriCorps regulations.

\*\*Service activities will center around the preceding program goals as well as provide unique opportunities for members to engage in service to non-profit community organizations that provide support to those in need, including victims of national disasters, individuals and families in poverty, veterans, homeless animals, and other groups. Service projects will take place on and around designated National Days of Service as well as other AmeriCorps organized events, such as member trainings. Service activities will not include any prohibited or unallowable activities as outlined in AmeriCorps regulations.

*The Montana State Parks AmeriCorps Program, as administered by the Montana Department of Fish, Wildlife and Parks, shall provide equal access to opportunities provided by the Program and shall not discriminate against any person because of race, creed, color, religion, sex, national origin, age, physical or mental disability, sexual orientation, or gender identity. Minority candidates are encouraged to apply. Reasonable accommodations will be provided for qualified individuals with known disabilities unless doing so would result in an undue hardship. The accommodation must be essential for the Member to perform his/her service successfully. Funds for reasonable accommodations are available for use by members with disabilities who have been offered a position with an AmeriCorps Program and require an accommodation to fulfill the essential functions of their service.*

**Applicant Certification**

*I certify that I have reviewed this Position Description and understand the general roles and responsibilities of this Montana State Parks AmeriCorps position*

Member Name \_\_\_\_\_

Member Signature \_\_\_\_\_

Date ||| \_\_\_\_\_